

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

MEETING DATE: 4/21/04

DIVISION: COUNTY ADMINISTRATOR

BULK ITEM: YES

DEPARTMENT: AIRPORTS

AGENDA ITEM WORDING: Approval of Purchase Service Order with URS to prepare an Airport Layout Plan Set Update, for the Florida Keys Marathon Airport.

ITEM BACKGROUND: This project will be funded 95% by the Federal Aviation Administration, and 5% by Passenger Facility Charge Revenue.

PREVIOUS RELEVANT BOCC ACTION: Approval to submit Passenger Facility Charge Application # 8, 10/5/03.

CONTRACT/AGREEMENT CHANGES: New Agreement

STAFF RECOMMENDATION: Approval

TOTAL COST: \$70,862.00

BUDGETED: Yes

COST TO AIRPORT: None

SOURCE OF FUNDS: FAA Grant, PFC Revenue

COST TO PFC: \$3,543.10

COST TO COUNTY: None

REVENUE PRODUCING: No

AMOUNT PER YEAR:

APPROVED BY: County Attorney X    OMB/Purchasing N/A    Risk Management N/A

DIRECTOR OF AIRPORTS APPROVAL \_\_\_\_\_

  
Peter J. Horton

DOCUMENTATION: Included X

To Follow

Not Required

AGENDA ITEM #

C16

DISPOSITION: \_\_\_\_\_

/bev  
APB

# MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

## CONTRACT SUMMARY

Contract #

Contract with: URS

Effective Date: Execution

Expiration Date: 400 days

Contract Purpose/Description: Prepare Airport Layout Plan Update for the Marathon Airport.

Contract Manager: Bevette Moore  
(name)

# 5195  
(Ext.)

Airports - Stop # 5  
(Department/Courier Stop)

for BOCC meeting on: 4/21/04

Agenda Deadline: 4/6/04

## CONTRACT COSTS

Total Dollar Value of Contract: 70,862.00

Current Year Portion: 30,500.00

Budgeted? Yes

Account Codes: 403-63542-530490-GAMA39

Grant: Yes, Federal Aviation Administration

County Match: PFC Revenue

## ADDITIONAL COSTS

Estimated Ongoing Costs: N/A  
(not included in dollar value above)

For: .  
(eg. maintenance, utilities, janitorial, salaries, etc.)

## CONTRACT REVIEW

	Date In	Changes Needed Yes No	Reviewer	Date Out
Airports Director	4/1/04	( ) (X)	<u>Peter Horton</u> Peter Horton	4/1/04
Risk Management	___/___/___	( ) ( )	<u>N/A Per OMB</u> William Grumhaus	___/___/___
O.M.B./Purchasing	___/___/___	( ) ( )	<u>N/A Per OMB</u> Sheila Barker	___/___/___
County Attorney	___/___/___	( ) ( )	<u>Rob Wolfe</u> Pedro Mercado	3/31/04
Comments: _____				
_____				
_____				
_____				

## PURCHASE / SERVICE ORDER

FOR

MONROE COUNTY

To: URS Purchase Service Order No. 03/04-23Re: PSA Agreement, Dated 1-1-02 Resolution No. \_\_\_\_\_Project Name: MTH - Airport Layout Plan Set Up-date

Description of Services:

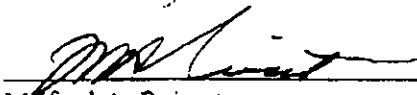
(See attached Scope of Services)

Multiple of Direct Salaries \_\_\_\_\_

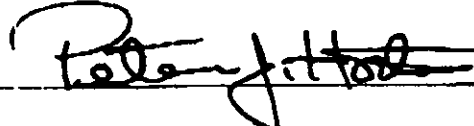
Lump Sum X Reimbursable Expense \_\_\_\_\_Days to Complete 400 Fee this Service Order \$ 70,862.00

Payment for Services shall be in their entirety as per PSO.

Prepared by:

  
Milford A. Reisert

Recommended by:

Date: 3-22-04

Date: \_\_\_\_\_

Accepted by:

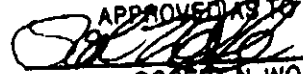
  
Carlos Garcia

Approved by:

\_\_\_\_\_

Date: 3/22/04

Date: \_\_\_\_\_

MONROE COUNTY ATTORNEY  
APPROVED AS TO FORM:  
  
ROBERT N. WOLFE  
CHIEF ASSISTANT COUNTY ATTORNEY  
Date 3-31-04

**REVIEW OF AIRPORT PLANNING AND DEVELOPMENT CONSIDERATIONS  
For The  
2002 DRAFT AIRPORT MASTER PLAN/ALP  
FLORIDA KEYS MARATHON AIRPORT  
MONROE COUNTY, FLORIDA  
March 15, 2004**

As part of the FAA's review of the December 2002 Draft Florida Keys Marathon Airport Layout Plan, issues regarding the airport's non-standard airfield design and were raised. Some of the non-standard airfield design conditions have existed throughout the airport's 60-year history and have been well documented and approved by the FAA. The issues of concern center on the FAA's requirement for Public Use airports to be in full compliance with current FAA Airport Reference Code (ARC) B-II design standards. Specific to this airport is the need to correct non-standard runway-to-taxiway centerline separations.

To date, the FAA has stated that the "Conditional Approval" of the draft Airport Layout Plan and its supporting drawings will not be forth coming until the runway-to-taxiway separation issue has been satisfactorily addressed and/or resolved by FAA and Monroe County.

An Analysis of Air Service Potential Study will be conducted prior to the completion of the review of the Master Plan Update and ALP issues. The Analysis of Air Service Potential Study will provide a comprehensive feasibility analysis for the resumption of FAR Part 121 scheduled air carrier/commuter service at the Florida Keys Marathon Airport. Based on the findings and recommendations of the Analysis of Air Service Potential Study, Monroe County and the City of Marathon will have definitive and timely information upon which decisions can be made regarding the highest and best use of the airport's underutilized passenger terminal building. Base on those decisions, this review study will incorporate those decisions in the revised direction and intent of the Airport Master Plan and ALP development.

Highlights of this follow-on study to the Master Plan Update and Airport Layout Plan include, but are not specifically limited to the following:

- Review of the airport's existing airfield layout, geometric characteristics and historical use;
- Identification of required planning, engineering, permitting and construction activities required to fully meet ADG B-II design standards;
- Revision of airfield planning and preliminary engineering previously documented in the 2002 Draft ALP and Master Plan report;
- Examination of potential adverse environmental impacts to on-airport lands uses;
- Consultation with FAA regarding the need and practicability of effecting certain airfield development changes, and;
- Examine the potential benefits, opportunities and costs associated with the utilization of the two 400-foot overruns located at each end of the Runway 7-25.

### **TASK 1 - REVIEW AND UPDATE AIRPORT MASTER PLAN TO ADDRESS KEYS ISSUES AND CONCERNS**

The primary goal of this review effort is to reexamine certain airport development issues and planning options that were not specifically addressed in the December 2002 Master Plan Update. Many of these issues are generated as part of the FAA's technical review of the ALP set and Master Plan report. Where required, changes to the Draft Airport Master Plan and Airport Layout Plan will be made.

The following key issues and concerns will be investigated and addresses to the extent required.

#### **1.1 Non-Standard Airfield Design**

In response to review comments FAA received regarding existing the non-standard runway centerline-to-taxiway centerline separation of 200 feet, the feasibility and practicability of various alternative airfield development schemes will be investigated. It is the expressed goal of the FAA to bring the airfield into full compliance with current Airport Reference Code (ARC) B-II design standards that prescribe a 240-foot centerline separation. It is anticipated that such actions may necessitate the relocation of either the Runway 7/25 or Taxiway Alpha that, in turn, may have potential adverse impact to environmentally-sensitive land areas on the airport.

#### **1.3 Utilization of Paved Runway 7/25 400-foot Overruns**

This effort will examine the potential benefits, opportunities and costs associated with the utilization of the two 400-foot overruns located at each end of the Runway 7-25. The potential benefits related to the use of the paved overruns to better serve the existing and projected aircraft operational and safety needs of the airport will be examined. The need for longer runway lengths by corporate and private cabin-class turbine powered aircraft will also be assessed.

Potential benefits of such actions will be quantified through interviews of locally-based and transient aircraft operators that conduct long-haul non stop trips to and from the airport. Other runway geometric considerations will also be examined to determine the benefits of utilizing the overruns as full strength pavement yielding a total runway length of 5,800 feet or using displaced thresholds for landing at one or both runway ends with the combined use of the Declared Distance Criteria.

#### **1.4 Environmental/Land Use**

To the extent required by Task 1.1, preliminary investigations examining potential adverse environmental impacts and required mitigation and permitting actions that would be required as a direct result of proposed and mandated airfield modifications will be conducted.

#### **1.5 Update and Revision of Airport Layout Plan Elements**

Where required, the Draft Airport Layout Plan drawings will be modified to reflect the latest proposed airport development schemes generated by this revision work effort.

### **TASK 2 - REVIEW OF PERTINENT ENVIRONMENTAL ISSUES**

To the extent required by Task 1, the existing hardwood stands, saltwater pond, and mangroves will be assessed for potential environmental impacts relative to possible changes to airfield pavements and geometries, FAR Part 77 and/or TERPS requirements as identified as part of the airfield development alternatives analysis.

### **TASK 3 – COORDINATE WITH FAA PERTAINING TO REQUIRED CHANGES TO AIRFIELD AND PLANNING**

One or more working meetings will be held with the appropriate FAA representatives to discuss the feasibility, practicability and relative need for effecting certain airport improvements that would fully meet current FAA design criteria.

### **TASK 4 - REVISE FINAL AIRPORT LAYOUT PLAN**

Based on findings and decisions during this review and update effort, the ALP set will be updated to meet FAA Advisory Circulars 150/5300-13, Change 7, *Airport Design* and 150/5070-6A, *Airport Master Plans* and FAA's Southern Region ALP checklist guideline using AutoCAD Release 2004 software.

### **TASK 5 – REVISE DEVELOPMENT STAGING, COSTS AND FINACIAL FEASIBILITY**

As dictated by the required changes to the airfield planning and design, this task involves the update of improvements priority lists as required to implement the Master Plan. Working with Airport staff, a preliminary list of recommended improvements will be prepared for forecasted aviation activity levels associated with short (5-year), intermediate (10-year), and long-range (20-year) time frames.

Developing this staging program is an iterative process. Because the costs associated with phased development of airport improvement projects will be incurred over a several years and several funding cycles, the feasibility of funding these projects can cause individual projects to be shifted from one phased or fiscal period to another. It is important to recognize that activity levels trigger the requirements for improvements, rather than time frames. Thus, if a particular segment of activity does not meet the forecasts, certain improvements may be accelerated or retarded. A five-year program will; however, be worked out in sufficient detail to be utilized for federal funding pre-application purposes.

A series of drawings depicting short-, intermediate-, and long-range staging programs will be prepared. These will be used by the Consultant during meetings and presentations, will be available to the County for use following the Study's completion, and will be reduced in size for inclusion in the report.

#### **5.1 Revise Cost Estimates**

Updated cost estimates will be developed as required for each line item shown on the staging schedules of development in year 2004 dollars. These estimates will be based upon year 2004 costs of construction and will summarize design, inspection and testing fees, contingencies and administrative costs. Final estimates will reflect full project costs, and the effects various project costs have on project staging will be identified.

The short-range (five-year) schedule and cost estimate will be prepared in a form suitable for use in submitting a pre-application for federal funding assistance.

#### **5.2 Develop Airport Improvement Financial Feasibility Analysis**

This task will specifically examine the capabilities of Monroe County to fully fund the local share obligations as part of the Federal and State funding programs. Specific elements of this task will be developed in conformance with current FAA and FDOT-Aviation Office requirements.

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## **Development of Scope of Services**

Documentation of the Airport's financial capabilities will include income and expenses of the Florida Keys Marathon Airport for the previous five years and the anticipated income and expenses for at least five years into the future.

A breakout of the Airport Capitalization Plan for all airport improvement projects proposed as part of this Airport Master Plan will be delineated to provide breakdown of the various funding sources, funding allocation and participation, funding amount and development time frame.

### **TASK 6 – REVISE AND UPDATE DRAFT AIRPORT MASTER PLAN REPORT**

As required, following review and approval of the development plan and funding program for the airport, the draft technical airport master plan report will be prepared to reflect information developed in the working papers and decisions made during the course of this study. This document will be submitted to with Airport staff, County, and City representatives for review and comments. Upon receiving comments, revisions will be made and draft reports will be submitted to the FAA and FDOT-Aviation for review and comments. Six (6) Draft Master Plan Reports and six (6) Draft ALP sets will be delivered to the County for review and comment. If required, a single meeting will be scheduled with FAA to review comments.

### **TASK 7 – PRODUCE FINAL MASTER PLAN UPDATE REPORT / ALP**

Upon the County's acceptance and the FAA's conditional approval of the Airport Master Plan Report and Airport Layout Plan Set, the Consultant will generate twenty (20) Airport Master Plan Reports, and twenty (20) Half-size Airport Layout Plan Sets and three (3) Full-size Airport Layout Plan sets. Electronic word processing files or Adobe Acrobat-formatted "read-only" copies of the Final Master Plan Report and ALP sets will be provided.

Florida Keys Marathon Airport Master Plan/ALP Update		Mil Reisert PM	M. Thompson Sr. Planner	Andreas Glutetz Sr. Engineer	George Feher Sr. Biologist	Bob Morris Sr. Drafting	Marla Doc. Prod.	Total Hours
Loaded Rates @2.80 Multiplier		\$135.00	\$115.00	\$100.00	\$110.00	\$73.00	\$46.00	
Task No.	3/22/2004							
1	Master Plan Update Kickoff Meeting at MTH	12	12	8		8	4	44
2	One Trip to MTH for Meeting With Peter/Reggie (Mike/Andreas/Mil)	8	8	8				24
3	Assess Do Nothing Alternative	4	4			4	2	14
4	Assess Alternative 1: Relocate Taxiway Alpha 40'	4	4	8		4	2	22
5	Assess Alternative 2: Relocate Runway 7/25 40'	4	8	16	20	8	2	58
6	Review and Assess Viability of Utilizing/Marking 400' Overruns with Interim Turnarounds/Future Extension of Taxiway "A" (Working Paper)	4	16	8		8	8	44
7	Assess Potential Part 77, TERPS and OCS Impacts	4	16			8	4	32
8	Two Meeting/Trips to FAA Orlando/Atlanta (Mil/Mike)	12	16	4		8		40
9	Noise Impacts	2	16			4		22
10	Assess Impacts To Stormwater Collection/Retention	4	4	8	4	4		24
11	Wetland, Salt Ponds and Hardwoods	4	8	16	16	6	4	54
12	Environmental/Airspace Impacts Working Paper	4	8	4		6	4	26
13	Update Existing Draft ALP Set	2	8	4		24		38
14	Deliver Preliminary Draft ALP Set (for County Submittal Only)	2	4	2		6	4	18
15	Modify Preliminary Draft ALP Sheets (for County Review Only)	2	4	2		4		12
16	Produce Revised Draft Master Plan ALP Update for FAA Submittal (Three sets for County Review Only)	2	16	4		8	8	38
17	Revise Development Staging JACIP/AIP (Working Paper)	4	8	4			4	20
18	Revise Cost Estimates and Develop Feasibility Analysis (Working Paper)	2	8	4			4	18
19	Make Final Changes to ALP Sheets and Master Plan Report per FAA Review/Comment	2	8	2		8	4	24
20	Produce 20 Final Draft Reports						4	4
21	Produce 20 Half-Size and 3 Full-Size Final Draft ALP Sets	2	4			4	4	14
22	One Trip to Marathon for BOCC Presentations (Mil/Mike)	6	8			8	4	26
23	Produce 10 Half-Size and 3 Full-Size Final FAA-Approved ALP Sets			4		8	2	14
24	Produce Executive Summary Report	6	8			4	8	26
		96	196	108	40	142	76	656
		\$12,960.00	\$22,540.00	\$10,800.00	\$4,400.00	\$10,366.00	\$3,496.00	\$64,362.00
					URS Printing Expenses==>			\$3,800.00
					Travel Expenses:			
					Air Fare/Parking - 4 @ 310.00			\$1,240.00
					Hotel - 7 Stays @ 130.00			\$910.00
					Car Rentals - 6 @ 50.00			\$300.00
					Food - 10 Meals @ 25.00			\$250.00
					URS Total Master Plan/ALP Update			\$70,862.00



# Memo

To: Jan, County Attorneys

From: Bevette, Airports *BEV*

Date: 03/30/04

Re: URS PSO 03/04-23

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You are right, another for the April Commission.

Fax just fine.

Thanks

/bev

attachments

ATTN: M.L. Reiser - URS  
1-305-292-3578



Susan.Moore@faa.gov

03/23/2004 01:57 PM

To: michael\_thompson@URSCORP.COM,

PAROS-REGGIE@MONROECOUNTY-FL.GOV,

horton-peter@MONROECOUNTY-FL.GOV

cc: Moore-Bevette@MONROECOUNTY-FL.GOV,

steve\_henriquez@URSCORP.COM, M.L. Reiser@URSCORP.COM,

Fred\_Nielsen@URSCORP.COM

Subject: Response to Proposed Scope of Services--Fia Keys Marathon Airport  
Planning Considerations

Peter & Reggie & Mike

In reply to Mike's email dated 3/10/04 re proposed scope for marathon planning: proposal looks good to me...You will probably need to get independent estimate, once you have finalized the work items. Let me know when you have proposed fees, etc.

Just to clarify several communications from last summer till now, what we really need to see re the non-standard RWY/TWY separation are several analyses:

- do nothing (impact on future traffic)
- fix situation completely (with \$ estimates & benefit to air traffic, for each of the following scenarios)
  - move RWY only
  - move TWY only
  - move both TWY & TWY (each 1/2way?)
- fix situation partially (again with \$ estimates of cost & benefit to air traffic)
  - (this solution may include use of Declared Distances, if Monroe Co/Marathon wants to do that)

After reviewing possible solutions & costs; document should put forth County's most desired/recommended option.

Let me know if there are any further questions, or if you need actual letterhead copy of the above.

Susan